

PUBLIC AWARENESS PROGRAM EFFECTIVE INSPECTION SPECIFIC INFORMATION

Control Information

INSPECTION START DATE: 11/28/2012
INSPECTION END DATE: 11/29/2012
OPERATOR ID: 32563
OPERATOR NAME: CENTER ETHANOL COMPANY, LLC
STATE/OTHER ID: IL
ACTIVITY RECORD ID NUMBER
COMPANY OFFICIAL: Denny Crown
COMPANY OFFICIAL STREET: 231 Monsanto Avenue
COMPANY OFFICIAL CITY: East St. Louis
COMPANY OFFICIAL STATE: IL
COMPANY OFFICIAL ZIP: 62201
COMPANY_OFFICIAL_TITLE: Logistics Manager
PHONE NUMBER: (618) 274-0912
FAX NUMBER:
EMAIL ADDRESS: dcrown@centerethanol.com
WEB SITE:
TOTAL MILEAGE: 1
TOTAL MILEAGE IN HCA: 0
NUMBER OF SERVICES (DISTR): 0
ALTERNATE MAOP (80% RULE): 0
NUMBER OF SPECIAL PERMITS: 0
INITIAL DATE OF PAP: 1/28/2010
TITLE OF CURRENT PAP: Public Awareness Plan
CURRENT PAP VERSION: Revision 1
CURRENT PAP DATE: 8/31/2012
DATE SUBMITTED FOR APPROVAL: 11/29/2012
DIRECTOR APPROVAL:
APPROVAL DATE:
OPERATORS COVERED UNDER PROGRAM:
UNITS COVERED UNDER PROGRAM:

PERSON INTERVIEWED	TITLE/ORGANIZATION	PHONE NUMBER	EMAIL ADDRESS
Denny Crown	Logistics Manager	(618) 274-0912	dcrown@centerethanol.com
Tyler Enloe	Engineer/USDI		

ENTITY NAME	PART OF PLAN AND/OR EVALUATION	PHONE NUMBER	EMAIL ADDRESS
Paradigm	Mailings		
Paradigm	Evaluations		
Paradigm	Message content development		
USDI	Implementation		
USDI	Public meetings		
Paradigm	Pre-test materials		

INSPECTOR REPRESENTATIVE(S)	PHMSA/STATE	REGION/STATE	EMAIL ADDRESS	LEAD
Matt Smith	State	IL	msmith@icc.illinois.gov	<input checked="" type="checkbox"/>

Mileage Covered by Public Awareness Program (by Company and State)

Based on the most recently submitted annual report, list each company and subsidiary separately, broken down by state (using 2-letter designation). Also list any new lines in operation that are not included on the most recent annual report. If a company has intrastate and/or interstate mileage in several states, use one row per state. If there both gas and liquid lines, use the appropriate table for intrastate and/or interstate.

Jurisdictional to Part 192 (Gas) Mileage (Intrastate)

COMPANY NAME	OPERATOR ID	PRODUCT TYPE	STATE	GATHERING	TRANSMISSION	DISTRIBUTION*	REMARKS (new?)
				INTRASTATE	INTRASTATE	INTRASTATE	
CENTER ETHANOL COMPANY, LLC	32563	Gas	IL	0	0	1	

1. Supply company name and Operator ID, if not the master operator from the first page (i.e., for subsidiary companies).
2. Use OPS-assigned Operator ID. Where not applicable, leave blank or enter N/A
3. Use only 2-letter state codes in column #3, e.g., TX for Texas.
4. Enter number of applicable miles in all other columns. (Only positive values. No need to enter 0 or n/a.)
5. *Please do not include Service Line footage. This should only be MAINS.

Please provide a comment or explanation for inspection results for each question.

1. Administration and Development of Public Awareness Program

1.01 Written Public Education Program

Does the operator have a written continuing public education program or public awareness program (PAP) in accordance with the general program recommendations in the American Petroleum Institute's (API) Recommended Practice (RP) 1162 (incorporated by reference), by the required date, except for master meter or petroleum gas system operators?

- ☒ Verify the operator has a written public awareness program (PAP).
- ☒ Review any Clearinghouse deficiencies and verify the operator addressed previous Clearinghouse deficiencies, if

any, addressed in the operator's PAP.

- ☒ Identify the location where the operator's PAP is administered and which company personnel is designated to administer and manage the written program.
- ☒ Verify the date the public awareness program was initially developed and published.

CODE REFERENCE: § 192.616 (h); § 195.440 (h)

- ☒ S - Satisfactory (explain)
☐ U - Unsatisfactory (explain)
☐ N/A - Not Applicable (explain)
☐ N/C - Not Checked (explain)

COMMENTS:

The PAP was not initially developed by the required timelines, but the operator's PAP is current.

1.02 Management Support

Does the operator's program include a statement of management support (i.e., is there evidence of a commitment of participation, resources, and allocation of funding)?

- ☒ Verify the PAP includes a written statement of management support.
- ☒ Determine how management participates in the PAP.
- ☒ Verify that an individual is named and identified to administer the program with roles and responsibilities.
- ☒ Verify resources provided to implement public awareness are in the PAP. Determine how many employees involved with the PAP and what their roles are.
- ☒ Determine if the operator uses external support resources for any implementation or evaluation efforts.

CODE REFERENCE: § 192.616 (a); § 195.440 (a), API RP 1162 Section 2.5 and 7.1

- ☒ S - Satisfactory (explain)
☐ U - Unsatisfactory (explain)
☐ N/A - Not Applicable (explain)
☐ N/C - Not Checked (explain)

COMMENTS:

The operator has recently received the latest PAP and the Statement of Support was not signed. We discussed the importance of the statement and it was signed by Denny Crown.

1.03 Unique Attributes and Characteristics

Does the operator's program clearly define the specific pipeline assets or systems covered in the program and assess the unique attributes and characteristics of the pipeline and facilities?

- ☒ Verify the PAP includes all of the operator's system types/assets covered by PAP (gas, liquid, HVL, storage fields, gathering lines etc).
- ☒ Identify where in the PAP the unique attributes and characteristics of the pipeline and facilities are included (i.e. gas, liquids, compressor stations, valves, breakout tanks, odorizers).

CODE REFERENCE: § 192.616 (b); § 195.440 (b), API RP 1162 Section 2.7 and Section 4

- ☒ S - Satisfactory (explain)
☐ U - Unsatisfactory (explain)
☐ N/A - Not Applicable (explain)
☐ N/C - Not Checked (explain)

COMMENTS:

The PAP states that the entire pipeline is covered.

1.04 Stakeholder Audience Identification

Does the operator's program establish methods to identify the individual stakeholders in the four affected stakeholder audience groups: (1) affected public, (2) emergency officials, (3) local public officials, and (4) excavators, as well as affected municipalities, school districts, businesses, and residents?

- ☒ Identify how the operator determines stakeholder notification areas and distance on either side of the pipeline.
- ☒ Determine the process and/or data source used to identify each stakeholder audience.
- ☒ Select a location along the operator's system and verify the operator has a documented list of stakeholders consistent with the requirements and references noted above.

☐ Affected public

☐ Emergency officials

☐ Public officials

☐ Excavators

CODE REFERENCE: § 192.616 (d), (e), (f); § 195.440 (d), (e), (f), API RP 1162 Section 2.2 and Section 3

- ☒ S - Satisfactory (explain)
 - ☐ U - Unsatisfactory (explain)
 - ☐ N/A - Not Applicable (explain)
 - ☐ N/C - Not Checked (explain)

COMMENTS:

The operator uses a buffer zone of not less than 200 yards around the distribution pipeline to include all appropriate audiences. Paradigm has justified the accuracy of the mailings and has taken actions to include additional sources for proper addresses. If addresses are determined to not be contained on the list then Paradigm is to be notified and the address or addresses will be added.

1.05 Message Frequency and Message Delivery

Does the operator's program define the combination of messages, delivery methods, and delivery frequencies to comprehensively reach all affected stakeholder audiences in all areas in which the operator transports gas, hazardous liquid, or carbon dioxide?

- Identify where in the operator's PAP the combination of messages, delivery methods, and delivery frequencies are included for the following stakeholders: (1) affected public (2) emergency officials (3) local public officials, and (4) excavators.

- ☐ Affected public
- ☐ Emergency officials
- ☐ Public officials
- ☐ Excavators

CODE REFERENCE: § 192.616 (f); § 195.440 (f), API RP 1162 Sections 3-5

- ☒ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☐ N/A - Not Applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator's system does not contain customers and that audience is not required to be incorporated into the overall program. Each audience receives the information more frequently than required by RP 1162.

The operator's pipelines system is considered a distribution pipeline, but the operator utilizes this pipeline to supply gas to their facilities only. Therefore, there are not any customers along the pipeline. The distribution material provided by Paradigm did not accurately reflect the hazard potentials with the pipeline. For example, the PAP material discussed possible leaks inside the home. Another operator, Ameren, provides natural gas to the customers in this area. The concern was that by utilizing the distribution material that the customers may become confused who to contact if gas is detected near an appliance.

Because of this concern, Center Ethanol has chosen to utilize the transmission material rather than the distribution material. Staff is in agreement that the transmission material meets the requirements better.

1.06 Written Evaluation Plan

Does the operator's program include a written evaluation process that specifies how the operator will periodically evaluate program implementation and effectiveness? If not, did the operator provide justification in its program or procedural manual?

- ☒ Verify the operator has a written evaluation plan that specifies how the operator will conduct and evaluate self-assessments (annual audits) and effectiveness evaluations.
- ☒ Verify the operator's evaluation process specifies the correct frequency for annual audits (1 year) and effectiveness evaluations (no more than 4 years apart).
- ☒ Identify how the operator determined a statistical sample size and margin-of-error for stakeholder audiences surveys and feedback.

CODE REFERENCE: § 192.616 (c),(i); § 195.440 (c),(i)

- ☒ S - Satisfactory (explain)
 - ☐ U - Unsatisfactory (explain)
 - ☐ N/A - Not Applicable (explain)
 - ☐ N/C - Not Checked (explain)

COMMENTS:

This information can be located in the PAP Section A.

2. Program Implementation**2.01 English and other Languages**

Did the operator develop and deliver materials and messages in English and in other languages commonly understood by a significant number and concentration of non-English speaking populations in the operator's areas?

- ☒ Determine if the operator delivers material in languages other than English and if so, what languages.
- ☒ Identify the process the operator used to determine the need for additional languages for each stakeholder audience.
- ☒ Identify the source of information the operator used to determine the need for additional languages and the date the information was collected.

CODE REFERENCE: § 192.616 (g); § 195.440 (g), API RP 1162 Section 2.3.1

- ☒ S - Satisfactory (explain)
 - ☐ U - Unsatisfactory (explain)
 - ☐ N/A - Not applicable (explain)
 - ☐ N/C - Not Checked (explain)

COMMENTS:

The operator provides the material in English, but Paradigm utilizes the Census Bureau data to determine if the area includes a group that English would not be the prevalent language.

2.02 Message Type and Content

Did the messages the operator delivered specifically include provisions to educate the public, emergency officials, local public officials, and excavators on the:

- ☒ Use of a one-call notification system prior to excavation and other damage prevention activities;
 - ☒ Possible hazards associated with unintended releases from a gas, hazardous liquid, or carbon dioxide pipeline facility;
 - ☒ Physical indications of a possible release;
 - ☒ Steps to be taken for public safety in the event of a gas, hazardous liquid, or carbon dioxide pipeline release; and
 - ☒ Procedures to report such an event (to the operator)?
-
- ☒ Verify all required information was delivered to each of the primary stakeholder audiences.
 - ☒ Verify the phone number listed on message content is functional and clearly identifies the operator to the caller.

☐ Affected public

☐ Emergency officials

☐ Public officials

☐ Excavators

CODE REFERENCE: § 192.616 (d), (f); § 195.440 (d), (f)

- ☐ S - Satisfactory (explain)

☐ U - Unsatisfactory (explain)

☐ N/A - Not applicable (explain)

☒ N/C - Not Checked (explain)

COMMENTS:

The material that is to be sent to the various audiences was not available. This information has not been sent at this time.

2.03 Messages on Pipeline Facility Locations

Did the operator develop and deliver messages to advise affected municipalities, school districts, businesses, and residents of pipeline facility location?

- ☒ Verify that the operator developed and delivered messages advising municipalities, school districts, businesses, residents of pipeline facility locations.

CODE REFERENCE: § 192.616 (e)(f); § 195.440 (e)(f)

- ☐ S - Satisfactory (explain)

☐ U - Unsatisfactory (explain)

☐ N/A - Not applicable (explain)

☒ N/C - Not Checked (explain)

COMMENTS:

The material that is to be sent to the various audiences was not available. This information has not been sent at this time.

2.04 Baseline Message Delivery Frequency

Did the operator's delivery for materials and messages meet or exceed the baseline frequencies specified in API RP 1162, Table 2-1 through Table 2.3? If not, did the operator provide justification in its program or procedural manual?

- Identify message delivery (using the operator's last five years of records) for the following stakeholder audiences:

- ☐ Affected public
- ☐ Emergency officials
- ☐ Public officials
- ☐ Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c)

- ☐ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☒ N/A - Not applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator has not sent the required material to the various audiences as of this audit. This information will be sent to the required audiences no later than December 31, 2012.

2.05 Considerations for Supplemental Program Enhancements

Did the operator consider, along all of its pipeline systems, relevant factors to determine the need for supplemental program enhancements as described in API RP 1162 for each stakeholder audience?

- ☐ Affected public
- ☐ Emergency officials
- ☐ Public officials
- ☐ Excavators

Determine if the operator has considered and/or included other relevant factors for supplemental enhancements.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 6.2

- ☒ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☐ N/A - Not applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator has considered supplemental information, if needed, in the overall PAP. Since the operator has just begun sending the required information, the operator has not encountered an area where supplemental information would be required.

2.06 Maintaining Liaison with Emergency Response Officials

Did the operator establish and maintain liaison with appropriate fire, police, and other public officials to: learn the responsibility and resources of each government organization that may respond, acquaint the officials with the operator's ability in responding to a pipeline emergency, identify the types of pipeline emergencies of which the operator notifies the officials, and plan how the operator and other officials can engage in mutual assistance to minimize hazards to life or property?

- ☒ Examine the documentation to determine how the operator maintains a relationship with appropriate emergency officials.
- ☒ Verify the operator has made its emergency response plan available, as appropriate and necessary, to emergency response officials.
- ☒ Identify the operator's expectations for emergency responders and identify whether the expectations are the same for all locations or does it vary depending on locations.
- ☒ Identify how the operator determined the affected emergency response organizations have adequate and proper resources to respond.
- ☒ Identify how the operator ensures that information was communicated to emergency responders that did not attend training/information sessions by the operator.

CODE REFERENCE: § 192.616 (c), § 195.440 (c), API RP 1162 Section 4.4

- ☒ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☐ N/A - Not applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator and its consultant (USDI) conducted a liaison meeting on November 26, 2012.

3. Program Evaluation & Continuous Improvement (Annual Implementation Audits)

3.01 Measuring Program Implementation

Has the operator performed an audit or review of its program implementation annually since it was developed? If not, did the operator provide justification in its program or procedural manual?

- ☒ Verify the operator performed an annual audit or review of the PAP for each implementation year.

CODE REFERENCE: § 192.616 (c), (i); § 195.440 (c), (i), API RP 1162 Section 8.3

- ☐ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☒ N/A - Not applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Annual Audit.

3.02 Acceptable Methods for Program Implementation Audits

Did the operator use one or more of the three acceptable methods (i.e., internal assessment, 3rd-party contractor review, or regulatory inspections) to complete the annual audit or review of its program implementation? If not, did the operator provide valid justification for not using one of these methods?

- Determine how the operator conducts annual audits/reviews of its PAP.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.3

- ☐ S - Satisfactory (explain)
☐ U - Unsatisfactory (explain)
☒ N/A - Not applicable (explain)
☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Annual Audit.

3.03 Program Changes and Improvements

Did the operator make changes to improve the program and/or the implementation process based on the results and findings of the annual audit? If not, did the operator provide justification in its program or procedural manual?

- Determine if the operator assessed the results of its annual PAP audit/review then developed and implemented changes in its program, as a result.

- If not, determine if the operator documented the results of its assessment and provided justification as to why no changes were needed.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.3

- ☐ S - Satisfactory (explain)
☐ U - Unsatisfactory (explain)
☒ N/A - Not applicable (explain)
☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Annual Audit.

4. Program Evaluation & Continuous Improvement (Effectiveness Evaluations)

4.01 Evaluating Program Effectiveness

Did the operator perform an effectiveness evaluation of its program (or no more than 4 years following the effective date of program implementation) to assess its program effectiveness in all areas along all systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

- Verify the operator conducted an effectiveness evaluation of its program (or no more than 4 years following the effective date of program implementation).

- Document when the effectiveness evaluation was completed.

- Determine what method was used to perform the effectiveness evaluation (in-house, by 3rd party contractor, participation in and use the results of an industry group or trade association).

- Identify how the operator determined the sample sizes for audiences in performing its effectiveness evaluation.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP1162 Section 8.4

- ☐ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☒ N/A - Not Applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Evaluation.

4.02 Measure Program Outreach

In evaluating effectiveness, did the operator track actual program outreach for each stakeholder audience within all areas along all assets and systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

- Examine the process the operator used to track the number of individuals or entities reached within each intended stakeholder audience group.
- Determine the outreach method the operator used to perform the effectiveness evaluation (e.g., questionnaires, telephone surveys, etc).
- Determine how the operator determined the statistical sample size and margin-of-error for each of the four intended stakeholder audiences.

[] Affected public

[] Emergency officials

[] Public officials

[] Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.1

- ☐ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☒ N/A - Not Applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Evaluation.

4.03 Measure Percentage Stakeholders Reached

Did the operator determine the percentage of the individual or entities actually reached within the target audience within all areas along all systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

- ☒ Document how the operator determined the statistical sample size and margin-of-error for each of the four intended stakeholder audiences.
- ☒ Document how the operator estimated the percentage of individuals or entities actually reached within each intended stakeholder audience group.

- ☐ Affected public
- ☐ Emergency officials
- ☐ Public officials
- ☐ Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.1

- ☐ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☒ N/A - Not Applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Evaluation.

4.04 Measure Understandability of Message Content

In evaluating effectiveness, did the operator assess the percentage of the intended stakeholder audiences that understood and retained the key information in the messages received, within all areas along all assets and systems covered by its program? If not, did the operator provide justification in its program or procedural manual? (Reference: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.2)

- ☒ Examine the operator's evaluation results and data to assess the percentage of the intended stakeholder audience that understood and retained the key information in each PAP message.
- ☒ Verify the operator assessed the percentage of the intended stakeholder audience that (1) understood and (2) retained the key information in each PAP message.
- ☒ Determine if the operator pre-tests materials.

- ☐ Affected public
- ☐ Emergency officials
- ☐ Public officials
- ☐ Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.2

- ☐ S - Satisfactory (explain)
- ☐ U - Unsatisfactory (explain)
- ☒ N/A - Not Applicable (explain)
- ☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Evaluation.

4.05 Measure Desired Stakeholder Behavior

In evaluating its public awareness program effectiveness, did the operator attempt to determine whether appropriate preventive behaviors have been understood and are taking place when needed, and whether appropriate response and mitigative behaviors would occur and/or have occurred? If not, did the operator provide justification in its program or procedural manual?

- Examine the operator's evaluation results and data to determine if the stakeholders have demonstrated the intended learned behaviors.
- Verify the operator determined whether appropriate prevention behaviors have been understood by the stakeholder audiences and if those behaviors are taking place or will take place when needed.

[] Affected public

[] Emergency officials

[] Public officials

[] Excavators

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.3

- ☐ S - Satisfactory (explain)
☐ U - Unsatisfactory (explain)
☒ N/A - Not Applicable (explain)
☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Evaluation.

4.06 Measure Bottom-Line Results

In evaluating its public awareness program effectiveness, did the operator attempt to measure bottom-line results of its program by tracking third-party incidents and consequences including: (1) near misses, (2) excavation damages resulting in pipeline failures, (3) excavation damages that do not result in pipeline failures? Did the operator consider other bottom-line measures, such as the affected public's perception of the safety of the operator's pipelines? If not, did the operator provide justification in its program or procedural manual?

- Examine the operator's process for measuring bottom-line results of its program.
- Verify the operator measured bottom-line results by tracking third-party incidents and consequences.
- Determine if the operator considered and attempted to measure other bottom-line measures, such as the affected public's perception of the safety of the operator's pipelines. If not, determine if the operator has provided justification in its program or procedural manual for not doing so.

CODE REFERENCE: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.4.4

- ☐ S - Satisfactory (explain)
☐ U - Unsatisfactory (explain)
☒ N/A - Not Applicable (explain)
☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Evaluation.

4.07 Program Changes

Did the operator identify and document needed changes and/or modifications to its public awareness program(s) based on the results and findings of its program effectiveness evaluation? If not, did the operator provide justification in its program or procedural manual?

- Examine the operator's program effectiveness evaluation findings.
- Identify if the operator has a plan or procedure that outlines what changes were made.
- Verify the operator identified and/or implemented improvements based on assessments and findings.

CODE REFERENCE: § 192.616 (c), § 195.440 (c), API RP 1162 Section 2.7 Step 12 and 8.5

- ☐ S - Satisfactory (explain)

☐ U - Unsatisfactory (explain)

☒ N/A - Not Applicable (explain)

☐ N/C - Not Checked (explain)

COMMENTS:

The operator's previous PAP was determined to be inadequate. The current PAP was implemented in September 3, 2012. The operator has not utilized the new program for an extensive amount of time to conduct an Evaluation.

5. Inspection

SUMMARY:

Staff conducted an audit of the operator's PAP. Staff discussed with USDI the PAP pamphlet material being sent to the various audiences. The issue is with sending distribution versus transmission material. Center Ethanol is operating as a distribution operator. The distribution and transmission material was reviewed. The distribution material spoke more of supplying gas to a customer and what to do if you smell gas inside the home. Center Ethanol does not supply gas to any customers. It was USDI's opinion that the transmission material was more appropriate than the distribution material. Staff does agree that even though the operator is a distribution operator that the transmission material is more appropriate in this instance.

As of this audit, Center Ethanol has not delivered the required PAP material to the various audiences. This is anticipated to be completed in 2012. Without the PAP material being sent or available for review, then Staff was unable to complete a full review of the operator's PAP. Staff will be required to conduct an audit of the PAP material, review the delivery of PAP material, review the Annual Audit, and review the Effectiveness Evaluation during the first half of 2013. Staff is requesting that once all of the previously mentioned items have been completed then notification must be sent to Staff.

FINDINGS:

Currently, there is an outstanding Notice of Amendment for an inadequate PAP. Without the material that will be sent to the various audiences, Staff was unable to complete the review associated with the outstanding NOA.

There is an outstanding Notice of Probable Violation for failure to conduct an Annual Audit and an Effectiveness Evaluation of the PAP. These items are scheduled to be conducted during the first quarter of 2013. Once these items are completed then a follow-up audit will be conducted to determine compliance.